

# Memorandum



**TO:** Distribution List

**FROM:** Bryan Tippie, Budget Director

**DATE:** November 27, 2002

**Re:** Minutes of the November 18, 2002 Finance Committee Meeting

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Committee Members present: Joe Winkelmann and Harry Atherton

The Finance Committee met on November 18, 2002, at 10:00 a.m. in the 4th Floor Conference Room of the Court and Office Building. This document reflects the official minutes of that meeting.

**Treasurer's Report:** Tanya Wilcox presented the Treasurer's Report for the Finance Committee's consideration.

**County Attorney's Report:** Tracy Gallehr discussed the Litigation status for the County Attorney's Office.

## **Consent Agenda**

### **Supplemental Appropriations:**

The following supplemental appropriations were approved for forwarding to the Board of Supervisors for their consideration unless otherwise noted.

### **FY 2003**

#### **1. Sheriff's Office - \$1,443**

\$1,443 was approved for appropriation from Federal funds (Share of Seized Assets) for use in drug enforcement operations.

#### **2. School Division - \$1,250,439**

- a. \$26,905 was approved for appropriation from State Funds as a pass through to the Department of Social Services for the Bright Stars Program.
- b. \$2,000 was approved for appropriation from carryover - fund balance of FY 2002 Opportunity Grant funds.
- c. \$4,105 was approved for appropriation from carryover - fund balance of FY 2002 for E-Rate funds.
- d. \$83,969 was approved for appropriation from carryover - fund balance of FY 2002 State funds for the Standards of Learning Training Initiative.
- e. \$15,318 was approved for appropriation from carryover - fund balance of FY 2002 State funds for the Drop Out Prevention Program.
- f. \$63,792 was approved for appropriation from carryover - fund balance of FY 2002 State funds for the Standards of Learning Teacher Materials.

- g. \$18,737 for Marshall Middle School was approved as a FY 2002 Reserve for Encumbrance issue with appropriations from carryover - fund balance.
- h. \$70,445 was approved for appropriation from Federal grant funds for Adult Basic Education.
- i. One half of the School Division's FY 2002 Year end audited balance (adjusted for the items previously identified) of \$965,168 was approved for appropriation to the School Division budget. This approval was with the understanding that the School Division would be responsible for any State funding reduction for FY 2003.

**Transfers:**

**1. Parks and Recreation - \$39,594**

\$39,594 was approved to be transferred within the Parks and Recreation budget to align budget cost codes for the merit and salary increases.

**2. School Division - \$7,750**

\$7,750 was approved to be transferred from the County Information Resource Department budget to the School Division's Information Resource Department for the RISC 6000 main frame computer maintenance fee.

**3. Fire and Rescue Association - \$24,138**

- a. The transfer of \$8,743 in Goldvein Fire and Rescue CIP Fire Station Repair funds to their CIP Repair and Maintenance of Equipment was approved.
- b. Also approved was the transfer of \$15,395 in New Baltimore Fire and Rescue CIP Repair and Maintenance of Buildings appropriations to their CIP Vehicle Repair account.

**Regular Agenda**

**Supplemental Appropriations:**

**FY 2003**

**Fire and Emergency Services - \$60,000**

This budget action was referred to the Public Safety Committee for their consideration prior to the Finance Committee taking any action.

**Comments:**

**1. Finance Department**

Health Insurance – Janice Bourne, Finance Director, provided the monthly health insurance report. The increase for October 2002 compared with October 2001 was 22.8% She stated further analysis of health insurance expenditures will be made and will be provided the Finance Committee at a later date. Mr. Winkelmann requested a comparison to the base line of last

year be made to determine net growth adjusted for the number of new employees in the system and increased costs of services. This review would use the first four months of this year compared with the same period last year.

The Finance Department also was requested to inquire with MARSH, health insurance consultants, in regard to MARSH possibly receiving funding from TRIGON. It was indicated if they were receiving funding it would appear to be a conflict of interest.

**2. Library**

Maria Del Rosso, Library Director, discussed actions the Library may take to respond to possible State revenue reductions. Included in the discussion was the pros and cons of using volunteers to staff the service desks rather than cut back on operating hours.